# AQUATIC DIRECTOR'S MANUAL
and
# STANDARD LIST OF EQUIPMENT
CAMPING SERVICE
Chicago Council, Boy Scouts of America

The Aquatic Staff of the large camps shall include one Aquatic Director, one Senior Assistant Director and two Junior Assistant Directors. The smaller camps will have a lesser number of Assistants on their Aquatic Staffs.

The Aquatic Director and his Assistants shall present and be held responsible for all aquatic activities and should deem it a pleasure to cooperate with other departments within their own and associated camps.

The Aquatic Director and his Assistants shall emphasize Troop Swimming both in and out of camp and aid in every possible way to train leaders in the proper procedures for safeguarding every Scout while swimming. Know the "Eight Defense Plan".

The Aquatic Director and his Assistants are responsible for laying out and maintaining the waterfront area. This must be completed before the arrival of the Campers.

TRAINING

A. It is necessary for the Aquatic Director to hold a current American Red Cross Water Safety Instructor's Certificate and to have attended an Aquatic School sponsored by the American Red Cross or the Boy Scouts of America.

B. It is necessary for the Assistant Aquatic Directors to hold a current Senior American Red Cross Life Saving Certificate, also a Scout Life Guard Certificate and to have attended an Aquatic School sponsored by the Boy Scouts of America.

C. Read "Qualifications of a Waterfront Leader" - starting on Page 271 of "Swimming, Water Sports and Safety" by Boy Scouts of America, 4th Edition. Also, Page 7 of the "Instructor's Manual - Swimming and Diving" by American Red Cross.

D. Attend and participate in the Owasippe Staff Training Course both in town and in camp.

E. Relationship to the Boy and the Troop .... Cooperate with and aid the Troop Leader in planning his Troop aquatic Program. Encourage troop to swim as a unit under its own leadership. Make Aquatic Activities interesting fun, not scientific study. Watch boy traits - aid where possible. Work with Troop Leader. Help Troop Leadership present at Camp meet interests and desires of the Scouts. DEVELOP BOY LEADERSHIP - FUTURE STAFF POSSIBILITIES.

F. Develop Troop Specialists in Aquatics so as to waterproof each Troop coming to Camp.

G. The Troop's needs and abilities are usually in direct proportion to its leadership at Camp. Over a period of years a series of studies have been conducted at Owasippe.

As a member of the Resident Staff, you should be aware of them and use them whenever possible. They will aid you in assisting and guiding the Troops and its personnel.

VOLUNTEER LEADERSHIP STUDY OF OWASIPPE

CAMP LEADERSHIP EXPERIENCE

37% had no previous long term camp experience
37% had one to four years experience
24% had five or more years experience

SCOUTING LEADERSHIP EXPERIENCE

11% had no previous Scout leadership experience
65% had one to four years experience
24% had five or more years experience

THE OWASIPPE CAMPERS INTERESTS, NEEDS AND ABILITY CAN READILY BE SEEN BY CONSULTING THE FOLLOWING:-

57% are 12 and 13 years old - Grammar School boys
36% are 14 and 15 years old - First and Second Year High School
7% are 16 and 17 years old - Third and Fourth Year High School

SCOUTING ABILITIES - INTEREST AND NEEDS

56% are not First Class Scouts - (they are in need of Fundamental (Scouting Helps - NOT Merit (Badges

54% are First Class Scouts or higher in Rank - (They need Camp Merit Badge helps (Make good Troop Specialists (and future Staff members

CAMPING EXPERIENCE

62% are first year Campers - they must learn the how and why of camping comfortable in the open. They must become good citizens of any camping community. They must have fun, adventure and fellowship or they will not return year after year.

Only 24% return for a second year
Only 10% return for a third year
Less than 4% return the fourth and fifth or sixth year.

WATERFRONT LAYOUT - See Diagram

1. NON-SWIMMERS' AREA for those who can NOT pass Boy Scouts of America Beginner's Test. Depth should not be over 3½ feet.

2. BEGINNER'S AREA for those who can pass Boy Scouts of America Beginner's Test but can NOT pass Boy Scouts of America First Class 50 yard test. Depth should not be over 7 feet.

3. INTERMEDIATE AREA for those who can pass Boy Scouts of America First Class 50 Yard Test. Depth should not be over 10 feet.

4. SWIMMERS' AREA for those who can pass Boy Scouts of America Swimmer's Tests. Depth should not be over 12 feet.

5. TROOP SWIM AREA for use of Troops having qualified leadership for special swims; after hikes, etc. Have Troop Buddy Control Boards. Use Eight Defense Plan. Depth should not be over 7 feet.

   Allow 50 square feet of usable water area for each Camper.

   All areas must be properly marked to show separate divisions of swimming ability.

6. RAFT ... 75 feet out from the deep water end of the pier.

7. LOOK OUT TOWER equipped with a whistle or Buddy Horn or gong or megaphone or other warning device which will not conflict with other devices and confuse everyone on the beach.

8. PIERS ... Each Camp has a slightly different set-up.

9. Proper placing of the following equipment:

   Check boards
   Canoe paddles
   Canoe paddle racks
   Canoe racks with canvas or grass roofing
   Diving boards
   Heaving lines
   Footrail for washing feet
   Oars
   Oar Racks
   Reaching poles
   Ring buoys
   Rowboats
   Canoes
   Torpedo buoys
   Rescaids
   Other waterfront equipment.

10. The Boundary or Life Lines will be home made -- of six inch 2 x 4 blocks, painted white, placed four feet apart on 3/8 inch waterproof manila line.

11. Deep water boundary markers shall be spar or can buoys, equipped with flags whenever possible, to mark the limits of the various swimming areas. No one is permitted to swim outside of these marked areas. (See lay-out diagram of waterfront).

12. About ten (10) feet of the sand area along the Boating and Swimming areas shall be fenced in and be considered "In Water" area.

13. All watercraft to be stenciled by Camp Name, number and capacity before the boys arrive in Camp.

Capacity stenciled on each craft.

Canoes ..... 2 persons
Rowboats ..... 3 persons
Sailboats ..... 3 persons
War Canoes ....10 persons

WATERFRONT "BUDDY" CONTROL BOARDS

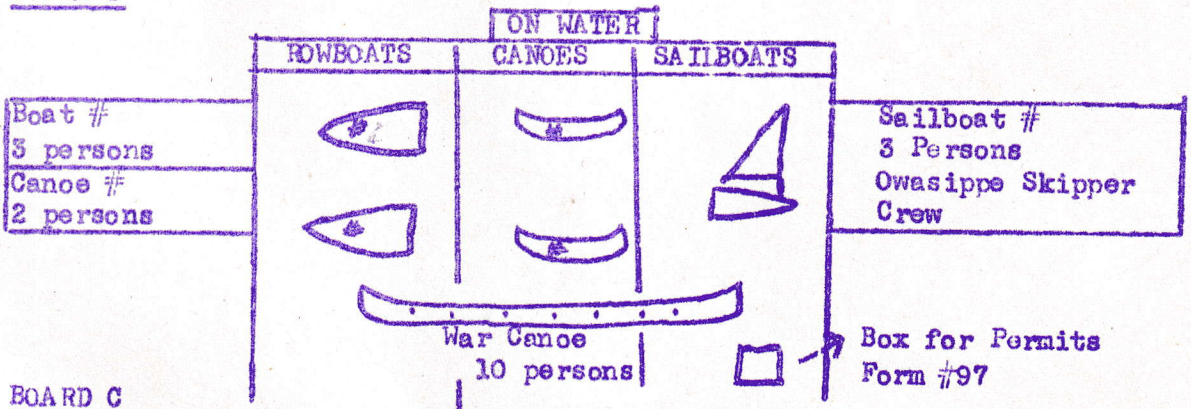
If placed as shown in beach layout will need only one "Buddy Tag" for each person in Camp.

BOARD A

OFF AND OUT OF WATER AREA

| Non. Sw. | Beginners | Interm. Swm. | Swimmers | LG. |
|---|---|---|---|---|
| ..... | ..... | ..... | ..... | ..... |
| ..... | ..... | ..... | ..... | ..... |
| ..... | ..... | ..... | ..... | ..... |

BOARD B

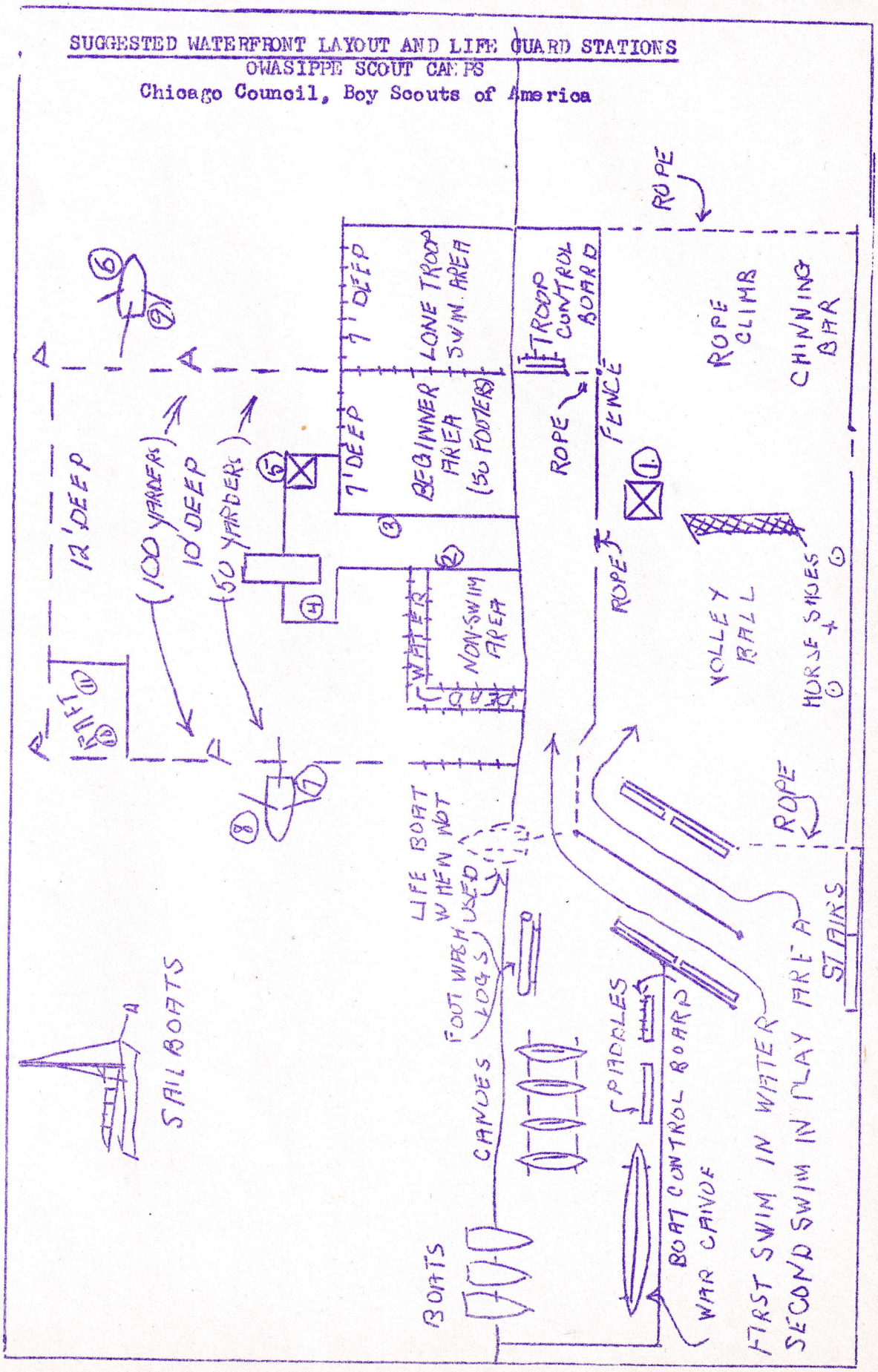



BOARD C

ON PIER OR IN AQUATIC AREA

| Non. Sw. | Beginners | Interm. Swm. | Swimmers | LG. |
|---|---|---|---|---|
| ..... | ..... | ..... | ..... | ..... |
| ..... | ..... | ..... | ..... | ..... |
| ..... | ..... | ..... | ..... | ..... |
| ..... | ..... | ..... | ..... | ..... |

## SUGGESTED WATERFRONT LAYOUT AND LIFE GUARD STATIONS
### OWASIPPE SCOUT CAMPS
### Chicago Council, Boy Scouts of America



SWIMMING ORGANIZATION - SAFETY THRU SKILL

1. Formation of Life Saving Crew
This crew shall consist of qualified Life Savers; average one for every ten campers; one in charge of each area. When short of guards, use members of the Life Saving Instruction group. It is important to conduct Life Saving and Lost Bather drills from time to time during the Guard Swim. Red and White Reach poles shall be used by guards on the raft, piers, and life boats. The look-out tower MUST be manned by a Life Guard whenever there is an aquatic activity -- this includes use of waterocraft.

2. Check and classify, according to swimming ability, the entire camp personnel - Scouts, Volunteer Leaders, Camp Staff, Commissary and Owasippe Office Staff. The Aquatic population count MUST agree with both the Doctor's and Clerk's population figures.

Suggested procedure ....

a. After Camp Doctor has examined and has given his approval for swimming, each Troop shall report to the check boards on the waterfront. Each individual of the Troop shall have his Doctor's Approval Card - Form #208, where the Aquatic Director shall explain the purpose and the procedure for ability testing. (This explanation may also be done in the Dining Hall). See Minimum B.S.A. Requirements.

b. With pencils provided, have each camper under guidance of Troop Leader write on the back of his card - Form #208 - his Scout Rank, Swimming Ability, and any Aquatic Merit Badges he holds.

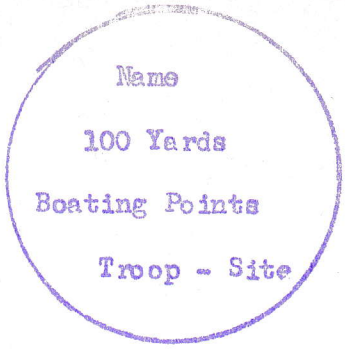
c. The Campers are then sent to the Aquatic Staff for swim ability testing, and they in turn approve the camper's ability.

d. Upon such approval, the camper shall bring Form #208 to the Leader at the Control Board who then makes out the Buddy Tag and aids him in putting the tag in the proper place. (Note: Buddy tags can partially be made up in advance from the population lists given to each Camp prior to a new period). At the completion of your classification you will be expected to have a record of the swimming ability of every boy and leader in camp. He shall also explain the Buddy System, the Control Boards, and if time permits, aid the Troop Leader and each individual camper in selection of proper interest groups for instruction.

e. Explain use of Boating and Canoeing Permits, Form #97 ... who is qualified to use them ... From whom they should be obtained, and the use of the Waterocraft Control Boards. Post Form #137a and #137b in all Troop campsites.

NOTE: ... Buddy Tag to show name, Troop, campsite, swimming and boating ability. Leave space for advancement - thus eliminating new tags.

Buddy tags for Lone Troop Swims on hikes or canoe trips may be made of sticks and stuck in the ground.




3. Minimum Requirements

a. Boy Scouts of America Beginner's Test ... Hold nose, jump feet first into water over own depth, level off, swim 25 feet, make a sharp turn and return 25 feet. Guard prepared to assist with reach pole while in Life Boat.

b. Boy Scouts of America First Class - 50 Yard Swim Test Hold nose, jump feet first into water over own depth, level off, swim 25 yards, make sharp turn and return 25 yards. Guard prepared to assist with reach pole while in Life Boat.

c. Boy Scouts of America Swimmer's Test ... Front dive, swim 75 yards in good form using a standard stroke; 25 yards resting back stroke (elementary back stroke). Rest in motionless float or with minimum of motion for one minute, keeping face out of water. Life Guard in boat prepared to assist with reach pole. (See Page 259 "Swimming, Water Sports and Safety"., B.S.A. 4th Edition).

A WORD CONCERNING STAFF - OWASIPPE OFFICE PERSONNEL - VISITORS, etc.

1. All Staff - Owasippe Office, Commissary and visitors shall be governed by these protective devices and all safety procedures must be followed. Be courteous, cheerful, but firm. See that they know and use the Buddy Control Boards and the Buddy System. NOTE: 75% of the water accidents happen to the fellows who did not use them. In many of these cases, it may be necessary to arrange swim times for these people as it is convenient for them. Such cases can be taken care of by placing a responsible Scout Life Guard in charge.

2. Doctor's examination cards (Form #208) are to be collected and kep on file by the Aquatic Director for the entire summer. This is for the protection of everyone. Make a special check on Stayovers.

3. The Waterfront Staff should be given special written notifications, by the Doctor, of campers who are not permitted to swim. Buddy Tags should then be removed from the Control Board until the Doctor has given written permission for them to swim again. The doctor may not know of this and it is your responsibility to inform him each period.

AQUATIC SAFETY DEMONSTRATION should be given as soon as possible during the first or second day of each period. The entire Camp will meet at the waterfront for explanation of safety instruction and demonstration. Suggest checking everybody in or have a demonstration Troop "Check In" on the Control Boards.

Other Aquatic Demonstrations should be given later in the period as refreshers or materials not covered in the first demonstration or to straighten out weak spots.

Suggested Program materials .... Make it alive and interesting

a. Reaching Rescues
b. Throwing Rescues
c. Swimming rescues with equipment
d. Boats and canoes filled with water supporting weight of several campers.
e. Propelling boats or canoes to shore by use of the hand paddle while seated in the water filled craft.
f. Stress staying with your craft until help arrives, or bringing craft to shore.
g. Shirt tail life saving
   1. Shirt float
   2. "V" pants float
   3. #10 can float or bucket float
   4. Duffle bag float
h. Demonstrate and explain a planned Troop Swim using the Eight Defense Plan * while on a hike, canoe trip, or in the Lone Troop Swim area in your camp.
i. Lone Troop Swim - Eight Defense Plan
   1. A complete Medical Examination for each Scout, Leader and visitor. Heart, eyes, sinus, hernia, epilepsy, those not fit MUST not swim.
   2. Qualified Troop Leadership - An American Red Cross Instructor or Senior Life Saver holding a current certificate - age 18 or over.
   3. Assisting Troop Leadership - Trained Junior American Red Cross Life Saver or Scout Life Guard - a Guard for every ten swimmers. Equipped with Rescue line (rope chain) made of two 50 ft. lengths of #5 sash cord.
   4. Explore bottom of possible swim area by Scout Life Guards. Rescue lines attached or lost bather drill - look for tin cans, glass, stumps, barbed wire, rocks, holes. Mark dangerous areas. Meanwhile rest of Troop cool off, make Buddy Tags from available sticks, twigs, etc. Go over rules and understandings, signals, Buddy System, Swim ability.
   5. Look Out properly placed at a point so he can see all swimmers at all times - good eye sight and common sense is needed - a good place for a non-swimming adult leader.
   6. Ability Grouping - Divide entire swim party (Scouts, Leaders, Visitors) according to swim ability

| | |
|---|---|
| Non-Swimmers | $3\frac{1}{2}$' deep area |
| 50 footers | 7' deep area |
| 50 yarders | 10' deep area |
| 100 yarders | 12' deep area |

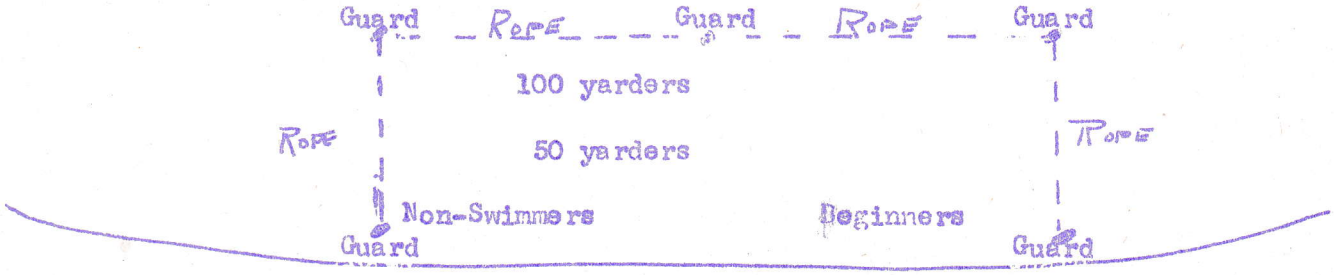
Count number going into water, recount on way out.

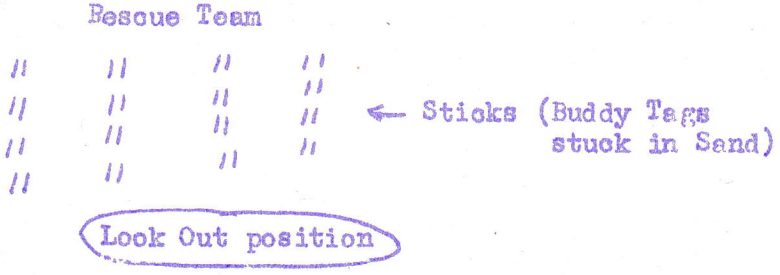
i. Lone Troop Swim - Eight Defense Plan cont'd.

7. Use Buddy System - Each individual paired off with another individual of like swim ability. Check Buddies every five to ten minutes.

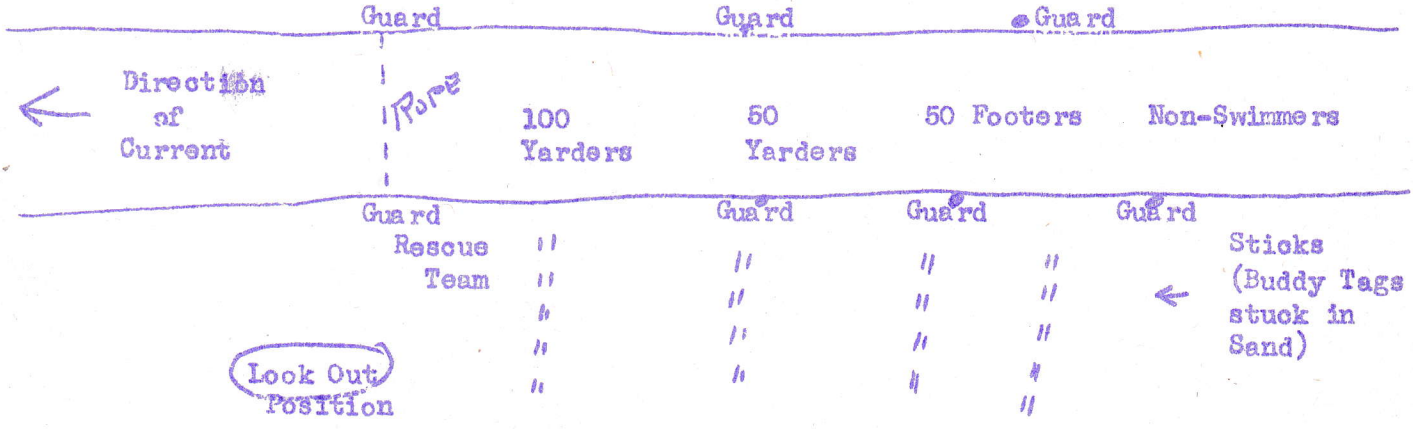
8. Intelligent Discipline - Understandable rules. Be sure every individual knows why and then how. Be strick - but fair. No favoritism.

j. Suggested Plan for Lone Troop Swimming Lay Out.
Lake Swimming (Owasippe Lake, Bass Lake, Big Blue Lake, Little Blue Lake, etc.)




River Swimming - (White River)




k. Demonstrate and explain the use of watercraft, including racking, beaching or mooring and the care of paddles, oars and sails.

UNDERSTANDINGS - The following understandings are necessary for safety and cleanliness and the prevention of unnecessary breakage of equipment. These talks may be given at opening campfire or in dining hall.

1. No Scouts barefooted except at water's edge.
2. Proper use of urinals. EMPHASIZE - Enforce thru Troop Leaders.
3. Use showers for soap baths ... no soap to be used in the lake area.
4. All campers to wear bathing trunks or suits at all times.
5. Keeping beach free from nails, glass, refuse; by Troop Service Details.
6. Discourage horseplay ... it is dangerous
7. Look before diving. Wait for previous diver to return to surface and swim out of way.
8. All scratches, cuts or other injuries to be reported to the doctor immediately. Send individual to the doctor with a responsible escort.
9. Stop the dangerous practice of playing under raft or piers.
10. Always WALK on piers or rafts. Paint the word "WALK" on piers and rafts.
11. Campers shall be expected to pay the replacement price of any broken, damaged or lost equipment. See Camp Director for price list of equipment. Give money to Camp Director who will turn it over to the Clerk.

TEACHING PROCEDURES

1. Scouting is a game; the "play way" is the best way to teach swimming. Learning by actual doing is seldom forgotten.

2. Exercise careful discretion while teaching boys to swim, to row, to paddle, and to sail. Deal with the boy as an individual. Don't force him; sell him on the idea of succeeding. Stress the opportunity to overcome obstacles. Secure all possible help from his Troop buddies and Scoutmaster. Especially is this true with the non-swimmers. It is our desire to teach every boy to swim, to help him to avoid a possible inferiority complex. Give unstinted praise when the beginner passes his 50 foot test.

3. Do not allow a camper having sinus or ear trouble to dive or jump into the water or swim under water. Allow swimming only after consulting your Camp Doctor. Have him make the proper memorandum on the boy's examination card and Buddy Tag. Again, this is for the protection of everyone.

4. Instruct all campers to hold the nose when entering the water feet first.

5. Instruct all campers to breathe out gently through the nose and mouth while head is submerged.

6. Provide several make-up sessions for instruction groups of each Troop

ELEMENTS OF GOOD TEACHING (For Swimming and Water Safety Instructors - American Red Cross).

1. Thorough knowledge and understanding of the material to be taught.

   a. Theoretical -- subject matter
   b. Practical ---- skills

2. Clear explanation

   a. Assume the class knows nothing about your subject
   b. Start at the beginning
   c. Divide the subject into progressive parts and explain each one in logical sequence.
   d. Stress the main points and summarize these at the end of the presentation.
   e. Use analogies which relate the subject matter to possible experience of the group members.

3. Presentation should be interesting in order to secure and maintain attention of the group.

   a. Relate subject matter to swimming problems of the group members.
   b. Point out the personal value to each individual.
   c. Use stories with a point which are related to the topic being discussed.
   d. Use of diagrams on the blackboard, charts, pictures, models, samples and land and water demonstrations.
   e. Use qualified swimmers for demonstration purposes.

4. Use all four teaching methods.

   a. Telling ---- lecture
   b. Showing ---- demonstration - (land and water)
   c. Doing ------ practice - (land and water)
   d. Checking --- examining

5. Personal attitude of instructor.

   A. enthusiastic
   b. Patient
   c. Considerate
   d. Courteous
   e. Tactful
   f. Diligent
   g. Impartial
   h. Neat and conservative

6. Voice

   a. Speak loudly enough for everyone to hear
   b. Enunciate clearly
   c. Modulate the voice and vary the tone
   d. In pools or outdoors don't pitch your voice higher but increase volume of natural tone.

7. Diction

a. Use accurate terminology
b. Adapt terminology and vocabulary to the experience of the class (57% are grammar school boys)
c. Explain unfamiliar words and terms
d. Avoid the use of profanity

8. Delivery

a. Talk to and look at your class (stay in front of your class).
b. Avoid reading from notes and outlines as much as possible.
c. Keep your eyes away from ceiling, floor and windows, or scenery.
d. Avoid preaching.
e. Demonstrate so that every member of the class can see and only demonstrate standard technique.
f. Use mass drill of all land and water class practice.

9. Stay with the text (it is your only authority - First, B.S.A.; Second, A.R.C.)

a. Leave out personal opinions and personal skill interpretations.
b. Avoid "I" that and "I" this
c. Tactfully avoid answering non-related questions but refer them to proper authority.

10. Precautions

a. Avoid nervous habits such as:
   1. Pacing
   2. Excessive gestures
   3. Playing with objects
   4. Waving papers or text book

b. Avoid being too positive
   1. Admit when you are in the wrong or in doubt.
   2. Consult text freely (B.S.A. and A.R.C.)
   3. Limit the use of always and never
   4. Don't bluff

c. Avoid the use of:
   1. "Ah's" and "And ah's".
   2. "As you all know", and habits of phrase repetition
   3. Voice sounds when you have nothing to say

d. Avoid:
   1. Shouting
   2. Sarcasm
   3. Unnecessary individual criticism
   4. Unnecessary attention to favored individuals.

11. USE BUDDY SYSTEM ALWAYS

12. Know - Understand and Apply the four requirements of a Good Instructor
   a. Patience
   b. Judgment
   c. Tolerance
   d. Perseverance

## TROOP AQUATIC PROGRAM

1. In Town, the Program Co-ordinator of each period has explained the Troop Program Plan for Camp. This planning included brief explanation of the canoe trip requirements; the MUST of the Eight Defense Plan for Lone Troop Swimming; the order of learning aquatic skills and the pre-requisites of certain Merit Badges for other more difficult Merit Badges. Also, the use of the Aquatic Staff, the number and time of scheduled aquatic instructional periods for each Troop.

2. In Camp, at first night campfire Aquatic Staff will present a short skit intending to introduce themselves and to enthuse the Scouts about Troop Aquatics.

3. At the first night all Staff Leaders Meeting more will be done to stimulate the Leaders to bringing their Troops to the waterfront in a group and as scheduled time. Also, with the aid of the Co-ordinator to further clarify the schedule of using the waterfront and making canoe trips.

4. At the second all Staff Leaders Meeting (usually held the afternoon of the second day) further classification can be made - also use of boats and canoes (see Form #137), Boating Permits (Form #97), learning skills required for Merit Badges and Scoutmaster's Specialty Course for Leaders over 18 years of age.

## THE PLAN - HOW IT WORKS

1. The Troop comes to the aquatic area upon scheduled time, under its own leadership. (In cases of small Troops two or more of the Troops may combine for the same scheduled time, upon consent of all people involved.)

2. The Troop or Troops are then divided by their Leaders into three, four or five ability groupings according to a pre-arranged plan as may be best in each Local Camp.

3. Suggested groupings for Instructional Purposes:

| A. | B. | C. |
|---|---|---|
| Swimming | Beginner Swimming | Beginner Swimming |
| Boating | Swimming Merit Badge | Swimming Merit Badge |
| Canoeing | Boating & Canoeing | Boating |
| Life Saving | Life Saving | Canoeing |
| | | Life Saving |

4. Make use of Junior and Senior Troop Leadership at all times, you will find them able instructors under your guidance. (Suggest making instruction outline on 3 x 5 cards).

5. Upon schedule and qualified Leadership - Troops should use Lone troop swim area also rowboats and canoes in the morning and afternoon except during General Swim.

## SUGGESTED TIME SCHEDULE

**Using 45 Minute Periods**

| | |
|---|---|
| 1st Period | 9:15 to 10:00 A.M. |
| 2d Period | 10:00 to 10:45 A.M. |
| 3d Period | 10:45 to 11:30 A.M. |
| 4th Period | 2:00 to 2:45 P.M. |
| 5th Period | 2:45 to 3:30 P.M. |
| 1st General Swim | 3:30 to 4:15 P.M. |
| 2d General Swim | 4:15 to 5:00 P.M. |
| Life Guard Swim | 5:00 to 5:30 P.M. |

**Using 30 Minute Periods**

| | |
|---|---|
| 1st Period | 9:15 to 9:45 A.M. |
| 2d Period | 9:45 to 10:15 A.M. |
| 3d Period | 10:15 to 10:45 A.M. |
| 4th Period | 10:45 to 11:15 A.M. |
| 5th Period | 11:15 to 11:45 A.M. |
| 6th Period | 2:00 to 2:30 P.M. |
| 7th Period | 2:30 to 3:00 P.M. |
| 8th Period | 3:00 to 3:30 P.M. |
| 1st General Swim | 3:30 to 4:15 P.M. |
| 2d General Swim | 4:15 to 5:00 P.M. |
| Life Guard Swim | 5:00 to 5:30 P.M. |

## SUGGESTED ACTIVITIES AND INSTRUCTION GROUPS TO BE OFFERED TO TROOPS AS A UNIT WHENEVER POSSIBLE

Use Buddy System and Check Boards at all times and at all places. Have a look-out in the Guard Tower.

Make use of qualified Troop Leader whenever possible.

| ACTIVITIES (Suggested order of learning) | IN CHARGE OF (To be decided by Aquatic Director) | ACHIEVEMENT & RECOGNITION UPON COMPLETION OF REQUIREMENTS |
|---|---|---|
| 1. NON-SWIMMERS For those who can not pass B.S.A. Beginners requirement. | | Special recognition in the dining hall. A.R.C. Beginner's Card. |
| 2. BEGINNERS (50 Footers) For those who can pass B.S.A. Beginner's Test but not 50 Yard Requirement. | | First Class Scout Requirement. Signature on Scout's 1st Class Card F. 48 or Completion Card F. 183 |
| 3. INTERMEDIATES (50 Yarders) For those who can pass 1st Class 50 yards, but who can not pass B.S.A. Swimmer's Test. | | Completion Card F. 183 |
| 4. SWIMMERS (100 Yarders) For those who can pass B.S.A. Swimmer's Test | | Swimming Merit Badge Certificate F. 40 |
| 5. ROWING & BOAT WORK Required for Scout Life Guard. Must have Swimming Merit Badge | | Rowing Merit Badge Certificate #40. Scout Life Guard temporary certificate #40. |

| ACTIVITIES | IN CHARGE OF | ACHIEVEMENT & RECOGNITION UPON COMPLETION OF REQUIREMENTS |
|---|---|---|
| 6. CANOEING<br>Must have completed Swimming Merit Badge, also Rowing Merit Badge, War Canoe Instruction to correct strokes, also refresher course for Troops going on Canoe Trips, etc. | | Canoeing Merit Badge<br>Certificate F. 40 |
| 7. LIFE SAVING<br>Must have completed Swimming Merit Badge, and Rowing Merit Badge | | Life Saving Merit Badge<br>Certificate F. 40 |
| 8. SEAMANSHIP & SKIPPERS | | Seamanship Merit Badge<br>Certificate F. 40<br>Owasippe Skippers name in Log and Completion Card F. 183 |
| 9. AQUATIC SPECIALTY COURSE | | Specialty Certificate F. 179. Carries credit toward Scouter's Award or Scoutmaster's Key. |

SUGGESTED PROGRAM FOR TROOP ACTIVITIES

Form #58a and #58b are the same as in the Troop Leader's Plan Book.

Purpose

1. Assign Troops to Lone Troop Swim Area
2. Assign Troops to Aquatic Area for instruction
3. Assign Troops to Twilight Boating Periods
4. Use as a work chart
   - A. Swimming Merit Badge
   - B. Rowing Merit Badge
   - C. Canoeing Merit Badge
   - D. Life Saving
   - E. Make-up opportunity

OWASIPPE SCOUT CAMPS
SUGGESTED PROGRAM FOR TROOP ACTIVITIES

CAMP _____ TROOP _____ PERIOD _____ 19

| TIME | 1st Day | 2nd Day | 3rd Day | 4th Day | 5th Day | 6th Day | 7th Day |
|---|---|---|---|---|---|---|---|
| MORNING | | OPEN HOUSE | | | | | |
| AFTERNOON | Physical Examination<br>Swim Test | | | | | | |
| TWILIGHT | AQUATIC DEMONDATION | COOKING DEMONSTRATION | | | | | |
| EVENING | CAMP-WIDE CAMPFIRE | | | | | | |

F. 58-a (1000-46) Used by Troop Leaders-Rangers-Aquatic Directors-Prov. S.M.

SUGGESTED PROGRAM FOR TROOP ACTIVITIES - Page 2



CAMP _____ TROOP _____ PERIOD _____ 19 ____

| | 8th Day | 9th Day | 10th Day | 11th Day | 12th Day | 13th Day | 14th Day | 15th Day |
|---|---|---|---|---|---|---|---|---|
| MORNING | | | | | | | | |
| AFTERNOON | | | | | ARROW ELECTION | | | |
| TWILIGHT | | | | | | | | |
| EVENING | | | | | ARROW CALLING OUT | ARROW CEREMONY | CAMPFIRE | |

F. 58-b

MISCELLANEOUS SWIM PROGRAM

1. Morning Dip shall be discouraged. If they insist, then be sure that the individual gets a warm re-action following such practice. Those who have chills shall be advised against taking morning dips. Your Camp Doctor can aid you in this - for most individuals the shock is too great.

2. General Swim is to be held each afternoon for 30 to 45 MINUTES IN LENGTH. In camps where the attendance is large (over 200 campers), the general swim shall be divided into two sessions; each session using a separate set of check boards and different colored tags. Buddy checks must be made every 5 to 10 minutes depending upon the number in the water. Do not allow triple Buddy tie-ups. Have third camper buddy up with the nearest guard in charge in his section.

3. Special Dips, Indian dips, dips after games, dips after hikes in Long Troop area must have the consent of the Camp Director in writing and must be arranged for in advance. All swimmers are to be confined in the crib areas. If at night, adequate lighting shall be provided. During such dips, strict Life Guard supervision must be enforced and Buddy checks must be more frequent, only a limited number (30 to 40) in the water at one time. After swimmers are checked out, Life Guards under the Aquatic Director's supervision shall comb the used swimming areas by joining hands and first walking across the area one way and then combing the area the other way. (Lost Bathers' Drill).

4. Long Distance or endurance swims shall be made in the swimming area only. (Including the 440 yard swim for Scout Life Guard ).

5. Swimming on Hikes. Your permission will be sought when Troops wish to swim at outlying hiking spots. Your responsibility is twofold: first to make certain that Scouts will swim in safety; and second to encourage, cooperate with and train Troop Leaders as may be necessary. Be sure that responsible Life Guards are provided and that they and the Troop Leaders understand the "Troop Swimming Plan" or "Eight Defense Plan" in "Swimming and Water Sports and Safety" - B.S.A., 4th Edition - Page 267. Some of the high spots are: qualified swim leadership, exploration of prospective swim areas, picking a good spot for look-out position, divide swimmers by their swimming abilities, use Buddy System and checks, (use sticks as Buddy Tags), count swimmers in and out, have knowledge of the use of the rope chain rescue and have it available on the Troop hikes. At some time during the period, each Troop should be allowed to run its own program away from the regular facilities under "silent" supervision of the Aquatic Director or his Assistant. The Camp Director should emphasize, at Volunteer Staff Meetings, the importance of clearing with the Aquatic Director when swimming on a hike.

## BOATING, CANOEING & SAILING PROGRAM

1. Boating, Canoeing and Sailing in the morning, afternoon, and twilight periods shall be arranged so it does not interfere with instructional interest groups. Suggest using Chart on Program for Troop Activities - pages 15a and 15b to assign Troops to use of Watercraft as a Unit.

   a. Scouts of lesser swimming ability than 100 yards may be taken out sailing only by special permission of Aquatic Director, providing they wear life jackets at all times.

   b. When making use of the sailboat on Owasippe Lake, a boat permit (F. 97) must be presented to the Stuart Aquatic Director. This permit must state specifically that it is for use of sailboat and that the persons using it are fully qualified by being 100 yards or better.

   c. Sailboats on Big Blue Lake to be moored at Belnap and Wilderness and to be under the Aquatic Director's direction. In order to use sailboats, you must bring Buddy Tags and sailing permit from Local Camps, signed by Aquatic Director and Troop Leader.

2. Use of Watercraft ... Only when Aquatic Leaders and Life Saving Crews are on duty and there is a look-out in the tower ... see Aquatic Safety Understandings, Form 137a and 137b.

3. Permits for Boating, Canoeing and Sailing shall be obtained from Scoutmasters and presented to Aquatic Director or his Assistant who will post the permit (Form #97) on the proper space on the Boat and Canoe Control Board. When craft is returned replace Buddy Tag on proper Control Boards. The Permits shall be properly marked and placed in space provided.

4. Control and Patrolling the Lake during Twilight Boating Periods. A white Life Boat patrols the Lake to prevent horseplay and other dangerous practices by Scouts, Staff or Visitors.

   It is suggested to use the following procedures:-
   1. Warn offenders and tell them why (be courteous but firm).
   2. If offenders persist, convoy them to home waterfront for disciplinary action by Aquatic Director, Camp Director or both.

   The schedule of patrolling and controlling the Lake will be sent out before the boys arrive.

   The Life Boat on patrol and control duty shall be manned by one Resident Staff Aquatic member and a Scout Life Guard.

   It should be understoof that all other safety control measures shall be in effect.

5. All Water Craft must keep clear of the swimming area. Stress this as a duty of the look-out in the tower.

6. Special Boating Parties may, occasionally, be arranged with the Camp Director's approval for song fests, maneuver drills, staff parties, etc. Aquatic Director or his Assistant shall personally supervise such parties, using "Buddy Check" one Life Guard to every five campers. Groups must stay together.

7. No Aquatic Activities shall be allowed after Taps or before Reveille. This will include everybody, Scouts Leaders, Staff and Visitors. Those insisting upon such practice shall be dismissed from the Camps.

8. Life Boats ... At least one ready for any emergency at all times, properly equipped with oars, extra oar, ring buoy, bamboo reach pole, painter and rescaid. During general swimming periods two Life Boats shall be used. Life Boats on shore should be placed bow to the water ready for immediate use.

9. All Water Craft shall be numbered and stenciled as to capacity and Camp name, before the Camps open to the boys.

10. All Visitors wishing to go Swimming, Boating, Canoeing or Sailing must meet the same requirements as other campers, namely; medical examination, test for swimming ability, and in the case of Sailing must be accompaned by an Owasippe Skipper.

11. Point System used by some Camps eases number of questions regarding use of boats and canoes. In using the point score total two campers' scores. See Form F. 137 - "Who May Use Rowboats and Canoes".

12. Leaders with families at Family Camp can swim at Family Camp if they bring their Buddy Tags and place it on the proper Buddy Control Board. They should not row or canoe over to Family Camp thus rendering a craft useless for the duration of their stay.

## INSTRUCTIONS FOR CANOE TRIPS

Form 138 - "Instructions for Canoe Trips" and Form 138b - "Canoe Trip Personnel" are the following three pages. Please follow instructions carefully.

TO: Camp Directors
Assistant Camp Directors
Aquatic Directors
Assistant Aquatic Directors
Program Coordinator
Rangers
Clerks
Qualified Trip Leaders

## INSTRUCTIONS FOR TROOP CANOE TRIPS

NOTES: Two small Troops may combine in order to have a full trip.
Due to transportation facilities and equipment, we have to limit the trips.
See your PROGRAM COORDINATOR for schedule of trips per Camp per day.

KEEP THIS FOR YOUR CHECK LIST

DEADLINE: Canoe Trip Personnel, Form 138b, must be accepted at the Owasippe Office by noon the day before the trip. Unfilled reservations will be given to other Camps after 1:30 P.M.

FRESHER REVIEW: Day before the trip, the Assistant Aquatic Director will review care of equipment - what to bring - how to pack - practice of strokes - meaning of white water - snags - making canoe camp - ACTUAL CANOEING ABILITY MUST BE DEMONSTRATED TO ASSISTANT AQUATIC DIRECTOR.

START: From Local Camp from 1:00 to 3:00 P.M. according to assignment as determined by the availability of transporation facilities.

FINISH: 10:00 A.M. - following day

LEADERSHIP: At least one Senior Leader from each Troop. They MUST be expert canoeists and Senior A.R.C. Life Saver; also have knowledge of the Eight Defense Plan, approved by Aquatic Director and Camp Director. A qualified staff man may be substituted when and if the Troop Leadership is not qualified. However, the Troop Leader MUST be on the trip with his Scouts.

SAFETY FIRST: Every canoeist shall have completed the Canoeing Merit Badge or be a member of the Canoeing instruction group, and able to swim at least 50 yeards. Every canoeist to be physically fit and checked by the Camp Medical Officer.

GOOD NEIGHBOR POLICY: The Scout Law shall be the law of the trip - ALL twelve parts. Enough said.

READ AND DISCUSS WITH ALL CAMPERS
POST ON BULLETIN BOARD

Check List

FIRST AID KIT: From Camp Doctor ( )

WANIGAN BOX: From Ranger - Cooking gear, eating and serving utensils, trench shovel, axe, matches, toilet paper, 60 ft. emergency rope. ( )

FOOD: From Ranger - Using hike and canoe trip menus (F. 42). Order all food from the Local Camp Ranger - suggest two meals, supper and breakfast. Food to be packed and ready to go at 11:00 A.M. day of trip. ( )

F 138 (500-46) Attach 138 - 138a - 138b -- (three pages)
Used by Troop Leaders planning a canoe trip.

Check List

PERSONAL NEEDS: A SCOUT IS PREPARED. Canoeists are to wear long trousers (not breeches) sweater, neckerchief, soft soled shoes, long sleeved shirt. Bring canteen, pack or ground cloth, three heavy blankets, mosquito netting, camera, toilet kit, notebook and pencil. (Use duffle bag or waterproof cloth to wrap camping gear). ( )

FINANCIAL ARRANGEMENTS:

Cost of trip to cover transportation charges.

$24.00 - 6 canoes - 15 Scouts - 1 qualified Leader.

Have Scouts going on the Canoe Trip, sign a Bank Withdrawal Receipt for the money to be drawn out of their bank account, check envelope - mark the deduction in the usual way, showing the balance. Clerks will not take the money out of their Bank Withdrawal Receipt fund. They will mark the receipt Canoe Trip.

When the Clerk has collected the Bank Withdrawal Receipts to equal the $24.00, he will make out a Miscellaneous Receipt, then write a check to equal the amount of the Bank Withdrawal Receipts and then the check and receipts into the Chief Clerk.

On your Daily Return, where the number of the check and purpose is to be filled in, write the number of the check and the purpose - Canoe Trip. This will keep your Bank Withdrawal Fund from depleting so rapidly.

# CANOE TRIP PERSONNEL

This Form, properly certified and approved, MUST be at the Owasippe Office by NOON the day before the trip, and accepted by _____ TIME _____ DATE _____

CAMP NAME _____ TIME OF TRIP _____ DATE OF TRIP _____

| NAME | TROOP | NAME | TROOP |
|---|---|---|---|
| 1. | | 9. | |
| 2. | | 10. | |
| 3. | | 11. | |
| 4. | | 12. | |
| 5. | | 13. | |
| 6. | | 14. | |
| 7. | | 15. | |
| 8. | | Qualified Leader | |

I have read the Instructions for Canoe Trips (Form 138a), and I shall endeavor to fulfill them to thebest of my ability, so as to protect and safeguard those Campers in my care.

_____
(Signed) Qualified Leader

Above Campers are physically fit.

_____
(Approved) Camp Medical Officer

Above Leaders and Campers are fully qualified.

_____
(Approved) Aquatic Director

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -

Fees paid in full to cover transportation - (Filled in by Camp Clerk)

$_____ _____ Canoes _____ Scouts _____ Qualified Leader

_____
Camp Clerk

Owasippe Office - Check -- Date _____ Time out _____ Time In _____ Fees _____

Notified Transportation Company _____

F. 138b (500-46) Instructions - Attach 138-138a to 138b. (3 pages).

Used by Troop Leaders planning a Canoe Trip.

# TENTATIVE CANOE TRIP SCHEDULE
## Owasippe, 1946

Figures denote number of trips available for each Camp per specific Day.

See Canoe Trip Memo F. 138a and 138b for details
WHO MAY GO - COST - LEADERSHIP - FOOD - etc.
also PERSONNEL SHEET

Used by Program Co-ordinator - Assistant Camp Director - Aquatic Director
Column #1 denotes - Our not getting new canoes
Column #2 denotes - Our getting new canoes

| DATE | Col. 1 | Col. 2 | Col. 1 | Col. 2 | Col. 1 | Col. 2 | Col. 1 | Col. 2 |
|---|---|---|---|---|---|---|---|---|
| | Camp Beard | | Camp Stuart | | Camp West | | Camp Belnap | |
| July | | | | | | | | |
| 1 - M | Beard Opening | | | | | | | |
| 2 - T | 3 | 4 | Stuart Opening | | | | | |
| 3 - W | 2 | 2 | 1 | 2 | | | | |
| 4 - Th | 1 | 2 | 2 | 1 | | | | |
| 5 - F | 2 | 2 | 1 | 2 | | | | |
| 6 - S | No Trips - Church next morning | | | | | | | |
| 7 - Su | 1 | 2 | 2 | 2 | | | | |
| 8 - M | 1 | 2 | 2 | 1 | West Opening | | | |
| 9 - T | 1 | 1 | 1 | 2 | 1 | 1 | Belnap Opening | |
| 10 - W | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 |
| 11 - Th | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 12 - F | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 |
| 13 - S | No Trips - Church next morning | | | | | | | |
| 14 - Su | Last Night | | 1 | 1 | 1 | 2 | 1 | 1 |
| 15 - M | Change Periods | | Last Night | | 2 | 3 | 1 | 1 |
| 16 - T | 1 | 1 | Change Periods | | 1 | 2 | 1 | 1 |
| 17 - W | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 |
| 18 - Th | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| 19 - F | 0 | 1 | 1 | 2 | 1 | 1 | 1 | 1 |
| 20 - S | No Trips - Church next morning | | | | | | | |
| 21 - Su | 1 | 2 | 1 | 1 | Last Night | | 1 | 1 |
| 22 - M | 1 | 2 | 2 | 2 | Change Periods | | Last Night | |
| 23 - T | 1 | 1 | 1 | 2 | 1 | 1 | Change Periods | |
| 24 - W | 1 | 1 | 1 | 1 | 1 | 2 | 0 | 1 |
| 25 - Th | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 2 |
| 26 - F | 0 | 2 | 1 | 1 | 1 | 1 | 1 | 1 |
| 27 - S | No Trips - Church next morning | | | | | | | |
| 28 - Su | Last Night | | 1 | 2 | 1 | 2 | 1 | 1 |
| 29 - M | Change Periods | | Last Night | | 1 | 2 | 1 | 1 |
| 30 - T | 1 | 1 | Change Periods | | 1 | 1 | 1 | 2 |
| 31 - W | 0 | 2 | 1 | 1 | 1 | 1 | 1 | 1 |
| August | | | | | | | | |
| 1 - Th | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| 2 - F | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 |
| 3 - S | No Trips - Church next morning | | | | | | | |

Tentative Canoe Trip Schedule

| DATE | Col. 1 | Col. 2 | Col. 1 | Col. 2 | Col. 1 | Col. 2 | Col. 1 | Col. 2 |
|---|---|---|---|---|---|---|---|---|
| | Camp Board | | Camp Stuart | | Camp West | | Camp Belnap | |
| August | | | | | | | | |
| 4 - Su | 2 | 1 | 1 | 2 | Last Night | | 1 | 1 |
| 5 - M | 1 | 2 | 2 | 2 | Change Periods | | Last Night | |
| 6 - T | 1 | 2 | 1 | 1 | 1 | 1 | Change Periods | |
| 7 - W | 0 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| 8 - Th | 1 | 1 | 0 | 1 | 1 | 1 | 0 | 0 |
| 9 - F | 0 | 1 | 1 | 1 | 0 | 0 | 1 | 1 |
| 10 - S | No Trips - Church next morning | | | | | | | |
| 11 - Su | Last Night | | 1 | 1 | 1 | 2 | 1 | 1 |
| 12 - M | Change Periods | | Last Night | | 2 | 2 | 1 | 2 |
| 13 - T | 1 | 1 | Change Periods | | 1 | 2 | 1 | 1 |
| 14 - W | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 15 - Th | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 |
| 16 - F | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| 17 - S | No Trips - Church next morning | | | | | | | |
| 18 - Su | 1 | 1 | 1 | 2 | Last Night | | 1 | 1 |
| 19 - M | 1 | 2 | 2 | 2 | Change Periods | | Last Night | |
| 20 - T | 1 | 2 | 1 | 1 | 1 | 1 | Change Periods | |
| 21 - W | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 |
| 22 - Th | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| 23 - F | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 |
| 24 - S | No Trips - Church next morning | | | | | | | |
| 25 - Su | Last Night | | 1 | 1 | 1 | 2 | 1 | 1 |
| 26 - M | Closing | | Last Night | | 2 | 2 | 1 | 2 |
| 27 - T | | | Closing | | 2 | 2 | 1 | 2 |
| 28 - W | | | | | 2 | 2 | 1 | 2 |
| 29 - Th | | | | | 2 | 2 | 1 | 2 |
| 30 - F | | | | | Last Night | | 1 | 2 |
| 31 - S | | | | | Closing | | Last Night | |
| September | | | | | | | | |
| 1 - Su | | | | | | | Closing | |

SUGGESTED OUTLINE FOR TEACHING LIFE SAVING, so as to include Life Saving Merit Badge, Scout Life Guard, Junior or Senior American Red Cross Life Saving.

To complete Life Saving Merit Badge .. Pre-requisite - Swimming Merit Badge

| | | |
|---|---|---|
| 1. | Take off from shore, from pier<br>See #2, 3, 4 of Merit Badge | Lesson #4, Part B. #7 of A.R.C.<br>Part D. #1 |
| 2. | Surface Dive<br>See #8 of Merit Badge | Lesson #4, Part B. #3 of A.R.C.<br>Part D. #5. |
| 3. | Disrobing in 20 seconds<br>See #1, 2 of Merit Badge | |
| 4. | Disrobe in water, swim 100 yards. See #9 of Merit Badge | Lesson #1, Part B, #6 of A.R.C.<br>Part C. #7 |

| | | |
|---|---|---|
| 5. | Approaches & Carries | |
| | a. Surface approach & Hair Carry | Lesson #6, Part B, #1-2-3-4-5-ARC<br>Part D. #1-2 |
| | b. Underwater Approach & Cross Chest Carry | Lesson #7, Part B. #1-2-3-4 of ARC<br>Part D. #1-2 |
| | c. Rear Approach & Head Carry | |
| | d. Talking Approach & Tired Swimmer's Assist<br>See #2-3-4 of Merit Badge | Lesson #8, Part B<br>Part C, #1-2-3<br>Part D |
| 6. | Defense and Releases | |
| | a. Block and Carry | |
| | b. Block and Turn | Lesson #9, Part B, #1-2-3-4-5 |
| | c. Pivot Parry | A.R.C. |
| | d. Double Grip Release | Part D, #1,2,3 |
| | e. Front Release | Lesson #10, Part B, #1-2 |
| | f. Rear Release<br>See #6 of Merit Badge | Part C, #1-2-3-4-5<br>Part D |
| 7. | Resuscitation<br>See #7 of Merit Badge | Lesson #11, Part B of A.R.C.<br>Part D, #1-2-3 |

AT THIS POINT LIFE SAVING MERIT BADGE IS COMPLETED

For those wishing to complete Scout Life Guard, the following requirements are necessary:

8. Pre-requisite ... Have completed or be a member of the instruction group for Swimming Merit Badge, Rowing Merit Badge, Life Saving Merit Badge, Junior or Senior A.R.C. Life Saving

9. Instruct one First Class Scout for three hours in the Merit Badge requirements in Rowing or Canoeing, or Life Saving, or instruct one non-swimmer for three hours in swimming.

10. Make a boat rescue by acting as coxswain. See Scout Life Guard

11. Boat and Canoe Safety — Lesson #13, Part B, #11, 13 inc. A.R.C. Part D

12. Throw Ring Buoy 30 feet for accuracy - three times in one minute — See Scout Life Guard

13. Swim 1/4 mile - any stroke (to be done in regular swim areas only). — See Scout Life Guard

14. Explain Troop Swimming, on a hike, as to what safety precautions and practices are necessary.
Demonstrate a Chain Rope Rescue — See Scout Life Guard

15. Know Scout Camps Safety precautions, practices, and devices. — See Scout Life Guard

16. Explain the Buddy Plan and Check System — See Scout Life Guard
Oral Quiz - Ten Questions — See "Swimming, Water Sports & Safety, B.S.A. - 4th Edition

AT THIS POINT SCOUT LIFE GUARD IS COMPLETED

For those wishing to complete Junior or Senior American Red Cross Life Saving, the following requirements are necessary:

| | | |
|---|---|---|
| 17. | Assists<br>Human Chain | Lesson #2, Part B of A.R.C.<br>Part D, #1-2-3-4-5 |
| 18. | Submerged Victim Approach - one minute carry and support of a fully dressed victim. | Lesson #6, Part B, #5 of A.R.C.<br>Lesson #12, Part D, #1 |
| 19. | Shallow Water Carries | Lesson #13, Part B, #2<br>Part D, #2 |
| 20. | Double Drowning Release & Rescue | Lesson #13, Part B, #5<br>Part D, #5 |
| 21. | Examinations:<br>a. Final Practical Problem | See Page #42 for Senior A.R.C.<br>Page #64 for Junior A.R.C. |

b. Quiz .... Oral for Junior A.R.C. - same as Scout Life Guard
Written for Senior A.R.C. - Multiple Choice Test

## SENIOR AMERICAN RED CROSS LIFE SAVING EXAMINATION

LAST NAME _____ PERIOD _____
FIRST NAME _____ DATE _____
TROOP # _____ SCORE _____

Read each question or statement carefully. Select the one item which best answers the question or statement. Place the number of that item selected in the space in front of question or statement.

(1) I. Desiring to go swimming after a hearty meal, I would: (1) wait an hour and a half, (2) Wait 30 minutes, (3) Go right in swimming, (4) Wait until meal is fully digested.

(3) II. The best way to relieve a cramp in the leg is to: (1) Float on your back, (2) Swim to shore and call for help, (3) Take deep breath, apply pressure on part until relieved and then knead to restore circulation, (4) Change to another swimming stroke.

(2) III. A drowning person: (1) Comes up twice before going down for the "third and last time", (2) Will appear several times, depending upon tidal air in the lungs and make clawing efforts to return to the surface, (3) Never comes up to the surface unaided, (4) will float.

(3) IV. The majority of all drownings occur: (1) When diving, (2) When boating, (3) when swimming alone, (4) when going in the water after a heavy meal.

(4) V. In making a swimming rescue, the rescuer should: (1) Swim out as fast as possible, (2) Call for help, remove outer clothing while swimming out, (3) Wait for buddy to help him, (4) Conserve energy for return trip and keep his eyes on the victim or spot where he was last seen.

(1) VI. The quickest rescue carry is: (1) Hair carry, (2) Cross chest carry, (3) Tired Swimmer's carry (4) Head carry.

(2) VII. The best all round utility rescue carry is: (1) Hair carry, (2) Cross chest carry, (3) Tired Swimmer's carry, (4) Head carry.

(4) VIII. The rescuer should use the Rear Approach: (1) When the Victim's head is above water and is facing you, (2) When the victim is under the surface ofthe water with one or both arms showing, (3) if the victim is struggling violently, (4) If the victim can be approached from behind with little loss of time.

(1) IX. The rescuer should use the under-water approach: (1) when the victim's head is above water and is facing you, (2) when the victim is under the surface of the water with one or both arms clawing violently, (3) If the victim is struggling violently, (4) if the victim can be approached from behind with little loss of time.

(2) X. The rescuer should use the front surface approach: (1) When the victim's head is above water and is facing you, (2) When the victim is under the surface of the water with one or both arms showing, (3) If the fictim is struggling violently, (4) If the victim can be approached from behind with little loss of time.

(1) XI. The rescuer uses a block or parry when: (1) The Victim is too close for a proper approach, (2) The victim is struggling violently, (3) The victim is out of reach, (4) The victim is unconscious.

(1) XII. When a rescuer is caught by a struggling victim he should: (1) Submerge and release hold, (2) Kick and strike victim, (3) Talk to victim, (4) Yell for help.

(4) XIII. A struggling person, 4 feet off a pier, is best rescued by using, if all are available, (1) a heaving line, (2) a torpedo buoy, (3) a ring buoy, (4) a pole.

(3) XIV. Death in drowning is usually caused by: (1) Lungs being filled with water, (2) Circulation of blood to the heart is stopped, (3) Suffocation, (4) Rigor Mortis.

(3) XV. When towing a victim with the cross chest carry, the rescuer should: (1) Look at the victim, (2) Tell victim a confidential story, (3) Look for help from shore, (4) Use the crawl kick.

(2) XVI. The hair carry is mostly used by the rescuer when a person is: (1) Tired and in no immediate danger of drowning, (2) Semi-conscious or unconscious, (3) Struggling and is panic-stricken, (4) Drowning in high waves.

(3) XVII The cross-chest carry is mostly used by the rescuer when a person is: (1) Tired and in no immediate danger of drowning, (2) Semi-conscious or unconscious, (3) Struggling and is panic-stricken, (4) Drowning in high waves.

(1) XVIII. The tired-swimmer's carry is mostly used by the rescuer when a person is: (1) Tired and in no immediate danger of drowning, (2) semi-conscious or unconscious, (3) struggling and is panic-stricken, (4) Drowning in high waves.

(4) XIX. The head carry is mostly used by the rescuer when a person is: (1) Tired and in no immediate danger of drowning, (2) Semi-conscious or unconscious, (3) struggling and is panic-stricken, (4) Drowning in high waves.

(1) XX. For a reasonable chance of surviving, 90% of all submerged victims must be brought to the surface within (1) 10 minutes, (2) 20 minutes, (3) 40 minutes, (4) 60 minutes.

(2) XXI. In starting artificial respiration on a victim: (1) Disrobe the patient, (2) Start at once, (3) Look for a barrel, (4) Listen to his heart.

(4) XXII. During artificial respiration, the most important first aid is to: (1) Change operators, (2) Get hot coffee, (3) disrobe the victim, (4) Keep the body warm.

(4) XXIII. Artificial respiration should be kept up: (1) For two hours, (2) for four hours, (3) for six hours, (4) Until victim breathes, or a doctor declares him dead.

(1) XXIV. Artificial respiration can be greatly assisted by the following apparatus: (1) Inhalator, (2) Lung motor, (3) Pulmotor, (4) Speromeler.

(3) XXV. After the victim begins to breathe, the operator should: (1) Let the patient walk around, (2) Give patient an alcoholic stimulant, (3) Keep patient warm, quiet and in a horizontal position, (4) Keep giving artificial respiration.

(1) XXVI. A safe rule to follow in going canoeing or boating without a life saver: (1) everyone a good swimmer, (2) half of the passengers good swimmers, (3) one passenger a good swimmer, (4) non-swimmers each having a life jacket.

(2) XXVII. Should you capsize with a canoe a half mile from shore, you would, (1) Swim ashore, (2) Stay with canoe and attempt known method to get to shore, (3) Stand in canoe and wave for help (4) Sit on top of capsized canoe and wait for help.

(1) XXVIII. Should you fall out of a canoe a quarter of a mile out, and it drifted so fast you could not catch it, you would: (1) Disrobe, swim slowly to nearest shore, waving occasionally for help, (2) Swim after canoe until you caught it, (3) Swim to nearest shore without disrobing, (4) Float on your back, until picked up.

(4) XXIX. A Life Boat should be equipped with: (1) an inhalator, (2) buoyancy tanks, (3) Signalling flags and diving bell, (4) 14 foot bamboo reach pole, extra oar, ring or torpedo buoy and anchor.

(1) XXX. Red Cross Life Saving Members are obligated to: (1) Assume moral obligation to do their utmost at all times to prevent water accidents and to aid those in danger of drowning and last, to pass along the principles of water safety to others, (2) become a member of a Volunteer Life Saving Crew of some beach or pool, help prevent water accidents, save the drowning, and teach principles of water safety to others, (3) become a member of a paid Life Saving Crew of some beach or pool to prevent water accidents, save the drowning and teach principles of water safety to others, (4) Plunge in and make a swimming rescue, regardless of the situation.

## TRUE AND FALSE QUIZ

1. True Swimming groups should be classified by swimming ability

2. False The average swim period should not exceed ten minutes.

3. True Persons having sinus or ear trouble should be prohibited from diving or swimming underwater.

4. True When jumping in water, it is necessary to hold the nose.

5. True A life boat should be equipped with an extra oar, reach pole, anchor and a float buoy.

6. False It is not necessary to accompany a long distant swimmer with a rowboat.

7. True It is important that all visitors at a camp follow the rules of the beach.

8. False You are wise to run and jump into the average lake when you are hot and sweaty.

9. True The most dangerous area in any swim area is around the diving board.

10. True Blue lips and having chills are a sign that you should get out of the water immediately.

F. 79 - (46-200) (Four Pages) Based on Reading A.R.C. Life Saving and Water Safety Manual - compiled by Robert E. Pegel, 1946

SPECIALIZATION COURSE IN WATER SAFETY - for Adult Leaders over 18 years of age

## PURPOSE

To promote self-reliant Troops in Water Safety by presenting an opportunity for Troop Leaders who are registered Scouters, to become versed in skills and techniques of teaching non-swimmers to swim, to give emphasis to the fun to be derived from recreational water activities, and to instruct leaders in the proper precautions to prevent water accidents.

## CERTIFICATE

Upon the satisfactory completion of this Course the Scoutleader will be given a Specialization Certificate in Water Safety (Form #179).

## GENERAL OUTLINE OF SUBJECTS

I. WATER SKILLS

A. Complete the requirements for Scout Life Guard (Revised)

CERTIFIED _____ Aquatic Director Date _____

B. 1. Serve as Life Guard for at least two general swim periods.

CERTIFIED _____ Aquatic Director Date _____

2. Study Project - Swimming Water Sports and Safety - Chapter Eight

CERTIFIED _____ Aquatic Director Date _____

C. 1. Serve as an official for at least one swimming meet.

CERTIFIED _____ Aquatic Director Date _____

2. Study Project - Swimming Water Sports and Safety - Chapter Five.

CERTIFIED _____ Aquatic Director Date _____

II. TEACHING ABILITY

A. 1. Under supervision of Aquatic Director teach non-swimmers to swim during at least two camp swim sessions.

CERTIFIED _____ Aquatic Director Date _____

2. Study Project - Swimming Sports and Safety - Chapter Two

NOTE: Aquatic Director will certify Study Projects upon evidence that the Leader has a general knowledge of the reading matter of the assignment.

Specialization Course in Water Safety cont'd.

III. TRUE OR FALSE QUIZ

1. True A careful medical examination for each boy based on health history secured from the parents is necessary.

2. True Swimming group should be classified by swimming ability.

3. False It is a good practice to let different classifications of swimmers mix together in the water.

4. False Adequate supervision of each group in the water consists of one pair of eyes for every 20 bathers.

5. False There are times when the buddy plan and the check system can be omitted.

6. True A lookout tower (or point) adequately manned during swimming periods is essential.

7. False As a general practice, Scouts might have four swim periods a day.

8. False The average swimming period should not exceed 20 minutes.

9. True Scouts having sinus or ear trouble should be prohibited from diving or swimming under water.

10. False When jumping in water, feet first, it is unnecessary to hold the nose.

11. False Ability as swimmers has no bearing on Scouts selecting other Scouts as buddies.

12. False The life boat should be manned by a crew of at least three.

13. True A life boat should be equipped with an extra oar, twelve foot pole, and ring buoy.

14. False The life boat should be placed with the bow toward the swimming area and inside of the swimming area.

15. False At Camp it is not important that all visitors comply with the aquatic regulations of the Camp.

16. True In case of water accident, Scouts should be impressed with the the need of staying with their craft until help arrives or taking craft to shore.

17. False Morning dips should be encouraged.

18. True Long distance swimmers should be accompanied by a rowboat manned by a competent swimmer.

Specialization Course in Water Safety cont'd.

19. True If in a canoe, a Scout wishes to change places, he should first beach the canoe.

20. True After a meal a swimmer should wait 2 hours before entering the water.

CERTIFIED _____ Aquatic Director Date _____

IV CORRECT ANSWER QUIZ

Read each question carefully. Select the one item which best answers the question. Put the number of that item selected in the space in front of the question. (Without the aid of the book).

(4) 1. What should a swimmer do when frightened or fatigued? (1) Yell for help. (2) Bob. (3) Swim crawl stroke fast to shallow water. (4) Float or scull. (5) Get hold of a swimming companion for support.

(1) 2. What rule should always be followed in going canoeing or boating without a life guard? (1) Every passenger a good swimmer. (2) Half the passengers good swimmers. (3) One passenger in group a good swimmer. (4) Non-swimmers with a life preserver for each.

(2) 3. By what means would it be best to try to stay afloat in case of cramps in the feet or legs. (1) Flutter kick. (2) Sculling. (3) Crawl. (4) Treading water. (5) Side Stroke.

(1) 4. In case your canoe upsets what should you do? (1) Turn canoe right side up and get inside if possible or hold on to sides of canoe. (2) Leave canoe upside down and hold onto bottom of canoe. (3) Collect paddles and put in canoe - tow canoe to shore.

(4) 5. What safety rule should be observed by the best as well as the poorer swimmers? (1) Never swim at night. (2) Never swim in unknown water. (3) Never swim in rough water. (4) Never go swimming alone. (5) Never swim in water unless it is perfectly clear.

CERTIFIED _____ Aquatic Director Date _____

NOTE: With the assistance of the Aquatic Director the Leader should have the correct answers for all questions.

* * * *

OWASIPPE SKIPPER'S TEST ... Requirements ... See Sailing Manual of Owasippe.

1. Pass Junior or Senior American Red Cross Life Saving or Scout Life Guard or Life Saving Merit Badge. This test must have been completed within the last three years.

2. Hoist sail, cast off, and demonstrate how to sail the different positions of sailing on each of the different tacks, explaining while executing the proper placing of your crew and the correct position of your boom.

3. Know and demonstrate at least 2 methods of keeping your sail properly trimmed for maximum speed.

4. a. Demonstrate how to come about properly.

   b. Know how to command a boat:
      1. Explain duties of helmsman
      2. Explain duties of sail tender
      3. Explain duties of lookout

5. a. Define and explain correct execution (when implied) of the following: luffing, ready about, helms alee, trimming the sheet, falling off, jibing, spilling the wind, tacking.

   b. Describe: Port, Starboard, Leeward, Windward.

6. a. Explain how to save a boat from capsizing in case of sudden puffs of wind:
      1. Heading up wind and luffing.

   b. Explain how to save a boat from capsizing in a heavy wind by use:
      1. Sea anchor
      2. Reefing

   c. Explain what to do if your boat should capsize.

7. Know and demonstrate to the examiner the correct method of mooring.

   a. Downwind from mooring
   b. Upwind from mooring

8. a. Demonstrate how to secure a boat to a mooring promptly.

   b. Demonstrate how to furl sail properly.

9. Know the rules of the road for sailing craft.

10. Know the main parts of the boats and rigging of the Owasippe Scout Camps. It is not possible to sail a boat without knowing the parts of your ship.

After having satisfactorily passed these tests you will be known as a "Skipper" and will be entitled to pick and handle a crew under your own discretion (after a sailboat permit has been obtained from the Scoutmaster), observing of course, the rules of the beach - namely: informing the Aquatic Directors before casting off, changing Buddy Tags, and limiting your crew to 100 yard swimmers only.

## A WORD ABOUT GENERAL CAMP PROGRAM

Troop Guide - Each Resident Staff member will (upon the direction of the Local Camp Director) assume the responsibility of one of the Troop units in Camp. He shall stand ready to guide and assist his Troop during its stay in Camp.

Participate in the following upon request of Camp Director or his Assistants. This will prevent your work becoming monotonous.

Troop Campfires
Scout Craft Meets
Troop Projects
Stunt Nights
Religious Services
Order of the Arrow
Board of Review
Large Group Games
Large Assemblies
Special Days
Canoe Trip Leader

Observance of the Quiet Hour, both person and department
Create attitude of respect for neighbors and their property
Participate in all staff meetings
Act as Table Leader and assist in Dining Hall program at meals. Stay at your table until final dismissal from the Dining Hall.
Assist in Family Camp Program as requested by your Director
Assist in opening and closing of period as requested by your Director.

## A WORD ABOUT PERSON, PERSONAL QUARTERS

1. Grounds ... Tent, belongings to be neat, clean and orderly.

2. Example must be a credit to the Camp and the Camper. Person and clothes must be clean; conduct must be wholesome. Wear your Scout uniform as frequently as possible.

3. If you smoke, please confine it to your quarters of the "Smoke Trail".

4. Arrange your time-off schedule with your Director early. Make it a time of recreation - not "wreck-creation" - thus keeping yourself fit, both physically and mentally. If possible get away from Camp. Time off is not accumulative. Aquatic staff time off shall be limited to twilight and evening hours only.

## REPORTS DURING THE PERIOD

In all classifications of Campers the NAMES AND TROOP NUMBERS of the campers participating shall be taken from the Doctor's Approval Card, Form #208, at the opening of the camp period and a careful record kept as to their progress on the various check lists, Form #192. It is then a simple matter to formulate reports at the end of the period and at the end of the season. CHECK POPULATION FIGURES WITH YOUR CAMP CLERK.

## SUGGESTED LIST OF AQUATIC FORMS AND THEIR USE

Form #40 ... Merit Badge Certificate - Awarded at Camp upon completing a Merit Badge
56 ... Scout Life Guard Test Sheet - Enables a Scout to receive a Certificate from New York
58 ... Schedule of Activities - For Troop and Departmental use - to tell when and what is to happen
79 ... Senior American Red Cross Life Saving Examination
80 ... Owasippe Honors Booklet - To stimulate good camping activities
97 ... Boat and Canoe Permit - To certify that bearer has Scoutleader's permission for boating or canoeing.
112 ... Senior A.R.C. Life Saving Test Sheet) to enable Scouts to
113 ... Junior A.R.C. Life Saving Test Sheet) receive certificates from A.R.C., Chicago
120 ... A.R.C. Beginner's Certificate
134 ... A.R.C. Beginner's Check List
137 ... Who May Use Rowboats and Canoes - Aquatic Safeguards and Understandings
138 ... Canoe Trip Personnel - To promote safe and comfortable canoe trips
140 ... Aquatic Report - for reporting achievements - end of period and end of season
179 ... Leader's Certificate - Water Safety Specialty Course - Awarded upon satisfactory completion of Course
183 ... Partial Completion of 1st & 2d Class) - combined-
187 ... Partial Completion of Merit Badge ) Awarded only when part of a Merit Badge is completed
192 ... Merit Badge Check List - Used by Staff for any Merit Badge as work sheet - checking off requirements as completed.
199 ... Scoutmaster's Specialty Course - List of those completing
208 ... Doctor's Approval for Swimming - Keep on file for your protection
235 ... Specialization Course in Water Safety - List of requirements and reading material necessary to complete Course.

## END OF PERIOD REPORTS

1. Reports to Camp Clerk for his verification and Camp Director's approval - due immediately after Scouts leave Camp.

   Aquatic Report, Form #140, (duplicate copies) - all items (population, Merit Badges, Specialty Awards, Owasippe Awards, etc.) must agree with Clerk's Form #167.

2. Reports to Assistant Chief Camp Director in Charge of Program

   a. Beginner's A.R.C. Test Sheets (Duplicate Copies)(A.R.C. #1382)
   Jr. A.R.C. Life Saving Test Sheets (Duplicate Copies)(A.R.C. #1375)
   Sr. A.R.C. Life Saving Test Sheets (Duplicate Copies)(A.R.C. #1376)
   List only successful candidates - (Print carefully) in pencil.
   Troop number, Last Name, First Name, Home Address, Age, Fees Paid.
   NOTE: A.R.C. Life Saving Certificates can be awarded at Camp if given to Mrs. Pegel twenty-four hours in advance.

b. Scout Life Guard - duplicate copies - B.S.A. #869
(Print carefuly)
Send certificates to Chicago Council Office, 9 W. Washington St.
Scout Executive's Name - L. D. Cornell
List successful candidates ONLY - in following order:

S - Scout Last name - First Name
L - Leader Complete home address
Troop #

Give a letter grade for each requirement except #3, 4, 6, 13

For requirement #3, 4, 6 give exace date in pencil -these will be checked in Record Service in Chicago.

For requirement #13 accept no money - candidates desiring emblems will make arrangements to purchase same through the Record Service in Chicago Council, Office.

Suggest giving successful candidates temporary card of completion, F. #183, properly signed.

DURING THIRD PERIOD - Suggested revisions of the following are due at the Owasippe Office by the tenth day of the Third Period, in care of the Assistant Chief Camp Director in charge of Program.

1. Aquatic Manual with suggested revisions written in.

2. Aquatic Form List with suggested revisions written in.

3. Camp Honor's Booklet with suggested revisions written in.

END OF SEASON REPORTS

1. Written report to your Camp Director as per suggested outline.

2. Season Summary Aquatic Report will be made from your Period reports.

3. Return to Assistant Chief Camp Director in charge of Program at the Owasippe Office

a. Guard Belts - you must pay for lost belts
b. Aquatic Books - you must pay for lost books.

STANDARD EQUIPMENT FOR EACH CAMP

| | | |
|---|---|---|
| 16' Canoes<br>17' Canoes<br>18' Canoes | Distributed according to population | Canoeing - Canoe Trips - Canoeing Merit Badge - Water Sports. Big Blue Camps to have 16' canoes because of portages. New canoes should never be sent on canoe trips. |

## Standard Equipment for each Camp cont'd.

| | | |
|---|---|---|
| War Canoes | 1 | To develop teamwork - Water Sports. Belnap & Wilderness to share one at discretion of the Big Blue Camp Directors |
| 12' Rowboats<br>14' Rowboats | Distributed according to population | Rowing Merit Badge<br>Scout Life Guard - Rowing |
| Life Boats | 1 | Life Guard Duty - During General Swim, one additional 12' rowboat shall be used. See Guard Chart |
| Sailboats | | Big Blue Sailboats moored at Camp Belnap & Wilderness. Flat catboat of Crystal Lake to be moored at Camp Stuart - used by all Crystal Lake Camps according to schedule. |
| Raft | 1 | General Swim - Pageants, etc. |
| Ambroid | 1 | Canoe Repair |
| Balls - Water Polo | 1 | Water and Land Games |
| Bamboo Poles | 8 | Reaching poles for Life Guards, placed two on the raft, one in each Life Boat, four on the pier. |
| Beach Gong | 1 | Recall watercraft, etc. |
| Buddy Horn or Whistle | 1 | Buddy Check |
| Buoys - Barrel<br>Can<br>Spar | 4 | Marking off swimming areas |
| Ring 17" | 4 | For emergency use |
| Torpedo | 1 | For teaching Life Saving |
| Bulletin Boards | 1 or 2 | Notices - Beach Regulations |
| Clip Boards (Fiber) | 4 (one per Staffman) | Records |
| Control Boards - Boat | 1 | Check on those using boats, canoes, sailboats |
| Life Guard | 1 | Check on Life Guard Positions |
| Swimmer | 2 or 4 | Check on those swimming |
| Corrugated Fasteners | 20 | Repair of split canoe paddles |

Standard Equipment for each Camp cont'd.

| | | |
|---|---|---|
| Friction Tape | 1 | For preventing splitting of Reaching Poles - Canoe Tilting Poles |
| Grappling Hooks | | For Emergency use - Teaching Life Saving. Located at Camps Beard, Belnap, Wilderness. Hooks must be covered with one inch corks when not in use and the whole covered with canvas. |
| Heaving line - 3/8" waterproof | 4 | 50 ft for Emergency use Teaching Life Saving |
| Life Guard Belts | Upon Request | To identify Life Guards - Reaching Poles may be used instead of the belts |
| Life Jackets or Ring buoy | 1 in each sailboat | For Emergency use ONLY |
| Life Line - 3/8" | 3 sets | Of Guard Lines with 6" 2 x 4 blocks painted white, spaced 4' apart. To be used in outlining non-swimmer's, Beginner's and Dead Water Areas. |
| Megaphone | 4 | As an aid to instruction, etc. |
| Oars | Distributed according to population | |
| Paddles - Single Blade | Distributed according to population | |
| Double Blade | 1 | Canoeing - Canoeing Merit Badge |
| Paint Brushes 1" | 2 | Painting Aquatic Equipment |
| Paint - Red 1 pt. | 1 | For Aquatic Equipment ONLY |
| White 1 qt. | 1 | For Aquatic Equipment ONLY |
| Rescaid | 1 | Emergency use - Teaching Life Saving |
| Semaphore Flag Marker | 6 | Marking Swimmer's Area |
| Spray Gun | 1 | Tannic Acid Spray for sunburn |
| Springboard | 1 | For General Swim, etc. |
| Staples - 1" Gal. | 1 lb. | Repair Life Guard Lines |
| Swim Tube | 6 | To teach confidence to Beginners |

Standard Equipment for each Camp cont'd.

| | | |
|---|---|---|
| Tags - #34 Metal Rim<br>Red<br>White | According to Camp Population | Buddy Tags (Mark with Camper's Name, Troop, Campsite, and and Swim and Boating ability by points) |
| Waterproof Ink - Black | 1 | Buddy Tags |
| Record Box | 1 | Doctor's Approval Card, Form #208. |

Damaged, lost or broken articles must be paid for by those individuals causing such mishaps. This is a matter of character building as well as replacing equipment. All such payments to be made to the Director of the Local Camp, who will turn it over to the Camp Clerk for proper handling.

CLOSING CAMP INSTRUCTIONS

1. Follow special instructions carefully. Include Inventory. Do Not inventory broken equipment.

2. Help take down tents, and stack tent floors; and otherwise assist in closing Camp for the season as may be instructed by your Camp Director.

REFERENCE MATERIAL

"Swimming, Water Sports and Safety" by Mills, B.S.A. - 4th Edition
"Swimming and Diving", American Red Cross
"Life Saving and Water Safety", American Red Cross
Sea Scout Manual, B.S.A.
Canoeing by Clausen, B.S.A.
Canoeing Merit Badge Pamphlet, B.S.A.
Life SavingMerit Badge Pamphlet, B.S.A.
Rowing Merit Badge Pamphlet, B.S.A.
Seamanship Merit Badge Pamphlet, B.S.A.
How to Sail, Leisure League of New York
Swimming Merit Badge Pamphlet, B.S.A.
Reports of previous Aquatic Directors
Sailing Manual, Owasippe Scout Camps.

Compiled by: Robert E. Pegel
With assistance of the Aquatic Directors:
Howard Baum
Ray Doupe
John Harris
Maurice Williams

Revised - 1946
100 copies